

## #7's ADVANCE MEETING CHECKLIST

**The following checklist will be used by Blue Angel #7 and #8 to double check all the requirements prior to #7's arrival at the show site. The air show should complete the checklist 30 days prior to #7's arrival and email it to the Event's Office. This is *your* final overall view to ensure the many items are complete and available prior to the teams' arrival. It is a good tool to make sure nothing has been overlooked.**

**1. SCHEDULE**

- 1) Briefly review the schedule for the weekend.
- 2) Provide Events Office and #7 with commercial/civilian airline schedules: YES ☐ NO ☐
- 3) #7's arrival day and time (contact #8 for arrival information): \_\_\_\_\_
- 4) #7's arrival brief time and location: \_\_\_\_\_

**2.** Key Influence and Media rides. Day: \_\_\_\_\_ Times: \_\_\_\_\_

**3.** C-130 arrives and unloads (Date and time): \_\_\_\_\_

**4.** Demo jets arrive and conduct media upon arrival (Date and time)

- 1) Times for Circle Maneuvers 1-4: \_\_\_\_\_
- 2) Times for Circle Maneuvers 5/6: \_\_\_\_\_
- 3) Times for Thursday practice: \_\_\_\_\_
- 4) Times for Friday practice: \_\_\_\_\_
- 5) Times for Saturday demo: \_\_\_\_\_
- 6) Times for Sunday demo: \_\_\_\_\_

**5.** Performer's (FAA) brief DAYS / TIMES and LOCATION: \_\_\_\_\_

**6.** TFR times (each day): \_\_\_\_\_

**7.** Waiver times (each day): \_\_\_\_\_

**8.** Gate open times (each day): \_\_\_\_\_

**9.** Show start times (each day): \_\_\_\_\_

**10.** Sunset: \_\_\_\_\_

**11.** Other Performers (list out): \_\_\_\_\_

**12.** Air Boss / contact information: \_\_\_\_\_

**13.** Air show Announcer: \_\_\_\_\_

## 2. AUTOMOBILES

### A. Inventory

- 1) 4-door sedans or SUVs (17 ☐ 20 ☐ 23 ☐ )
- 2) Ten (10) mini-vans or SUVs: YES ☐ NO ☐
- 3) One (1) 4-door crew cab pick-up truck with an 6' bed: YES ☐ NO ☐
- 4) Two (2) 15-passenger vans: YES ☐ NO ☐
- 5) One (1) Additional 15-passenger van if VIP section more than ¼ mile from show parking: YES ☐ NO ☐ N/A ☐
- 6) Parked next to C-130 offload area/maintenance hangar NLT 0730 Thursday morning: YES ☐ NO ☐
- 7) Two cars for the Narrator's arrival: YES ☐ NO ☐
- 8) Cars at least one-half full of gas: YES ☐ NO ☐
- 9) Blue Angel decals on the windshield will be accepted for flight line access: YES ☐ NO ☐

## 3. MAINTENANCE

### A. Hangar

- 1) Maintenance equipment storage location: \_\_\_\_\_
- 2) Aircraft hangar location / address: \_\_\_\_\_
- 3) POC: \_\_\_\_\_
- 4) Cell Phone: \_\_\_\_\_
- 5) Clear area next to maintenance hangar to offload on arrival and upload Sunday after demo: YES ☐ NO ☐
- 6) Keys/Codes to maintenance facility provided to #7 upon arrival: YES ☐ NO ☐

### B. Smoke Oil and Fuel

- 1) Smoke oil staged next to maintenance hangar prior to #7 arrival: YES ☐ NO ☐
- 2) Smoke oil requirements (55-gallon drums): (Choose appropriate amount)
  - ☐ WEEKEND SHOW (Thursday through Sunday) | (30), 55-gallon drums
  - ☐ ONE DAY SHOW ONLY (Thursday through Saturday)/USNA | (15), 55-gallon drums

\*\*\*\*\* Smoke oil shall be paid for by the air show! \*\*\*\*\*
- 3) Fuel: JP-5 ☐ JP-8 ☐ JP-4 ☐ JET 50 ☐ F-24 ☐ JET-A with CI/LI coordinated ☐

- 4) One (1) Defuel truck available Thursday – Sunday: YES ☐ NO ☐
- 5) Three (3) single point refuelers with 5,000 gallon capacity each available: YES ☐ NO ☐
- 6) Airfield briefed on CI / LI: YES ☐ NO ☐
- 7) Trucks need to be available immediately after each practice or air show.  
Three trucks for morning turns: YES ☐ NO ☐
- 8) Three trucks after landing: YES ☐ NO ☐
- 9) GSE: All units available **for team use only** and staged near the C-130 parking area/maintenance hangar prior to #7's arrival. YES ☐ NO ☐
- 10) Five (5) gallons of unleaded gasoline staged next to maintenance hangar prior to #7 arrival: YES ☐ NO ☐
- 11) Aircraft Fuel quantity requirement planning:
  - a) Weekend show (Thurs.-Sun.) ..... 58,000 Gallons
  - b) Blue Angels C-130 "Fat Albert" support aircraft ..... 4,600 Gallons
  - c) #7 Key Influencer and Media flights ..... 6,000 Gallons

#### 4. COMMUNITY OUTREACH AND RECRUITING

##### A. Escorts:

- 1) Navy and Marine Corps recruiters available Friday morning in the hotel lobby for community outreach events and hospital visits: YES ☐ NO ☐
- 2) Recruiters available after demo on Saturday & Sunday for crowd line autograph support: YES ☐ NO ☐
- 3) Navy and Marine recruiters at #7's arrival brief: YES ☐ NO ☐

#### 5. PUBLIC AFFAIRS

##### A. Publicity

- 1) Publicity POC: \_\_\_\_\_ Phone: \_\_\_\_\_
- 2) List of VIPs planned to meet and greet the team upon arrival provided to events office: YES ☐ NO ☐
- 3) Media informed and scheduled for arrival media in front of the jets: YES ☐ NO ☐
- 4) Keep all media and spectators back from the jets upon arrival: YES ☐ NO ☐

##### B. Special interest groups

##### C. Scheduled for Friday after the practice: YES ☐ NO ☐ Quiet time will be provided: YES ☐ NO ☐

- 1) Special interest group POC: \_\_\_\_\_ Cell Phone: \_\_\_\_\_
- 2) Total # of special interest children: \_\_\_\_\_ Total # of people: \_\_\_\_\_

##### D. Sound System

- 1) PA system set up for the Friday practice: YES ☐ NO ☐
- 2) Sound Company Name: \_\_\_\_\_
- 3) Sound Company POC: \_\_\_\_\_ Phone: \_\_\_\_\_

**E. Social Media Questions**

- 1) Official Air Show name: \_\_\_\_\_
- 2) Official Air Show website: \_\_\_\_\_
- 3) Official Air Show Facebook page: \_\_\_\_\_
- 4) Official Air Show Twitter handle: \_\_\_\_\_
- 5) Official Air Show Instagram handle: \_\_\_\_\_
- 6) Official Air Show Social Media hashtags: \_\_\_\_\_

**6. KEY INFLUENCER AND MEDIA FLIGHTS**

- A. POC Name: \_\_\_\_\_ POC Phone: \_\_\_\_\_
- B. Number of riders: \_\_\_\_\_
- C. All riders notified to arrive for group pre-flight safety briefing: YES ☐ NO ☐
- D. Operational area (MOA): \_\_\_\_\_
- E. Directions to/coordinates for operational area: \_\_\_\_\_
- F. Distance to operational area within 50 NM of airfield: YES ☐ NO ☐
- G. Date operational area reserved: \_\_\_\_\_
- H. Time operational area reserved: \_\_\_\_\_
- I. Size of operational area (5 NM radius; surface to 15,000 AGL minimum): YES ☐ NO ☐
- J. Frequency: \_\_\_\_\_
- K. Low transition and high performance climb approved on take-off: YES ☐ NO ☐
- L. Carrier Break (800' AGL Overhead) approved by tower: YES ☐ NO ☐

**7. SECURITY**

- A. POC Name: \_\_\_\_\_ POC Phone: \_\_\_\_\_
  - 1) Security has briefed all of their personnel on Blue Angels Friends & Family passes, car decals and ramp access prior to #7's arrival: YES ☐ NO ☐
  - 2) Official Blue Angel vehicle car decals will serve as all-access passes: YES ☐ NO ☐
  - 3) Crowd control barrier in place before the practice Friday: YES ☐ NO ☐
  - 4) One security person to escort each pilot (nine total) at the crowd line Saturday and Sunday: YES ☐ NO ☐
  - 5) #7 jet and C-130 security: (24 hour) YES ☐ NO ☐
  - 6) Security for all Blue Angel aircraft: YES ☐ NO ☐
  - 7) For military bases, security ready for caravan turnover (from local civilian police): YES ☐ NO ☐

B. 300 Friends & Family Seats: YES ☐ NO ☐

- 1) Marked Blue Angel Friends & Family seating area: YES ☐ NO ☐
- 2) Friends & Family seating area directly opposite center-point: YES ☐ NO ☐
- 3) One security person to watch the area and ensure that only those personnel with the proper passes are admitted:  
YES ☐ NO ☐ **All Blue Angel Friends & Family passes will state which day is applicable for the show.**
- 4) Friends & Family seating area ready on Friday's practice: YES ☐ NO ☐

## 8. POLICE ESCORT

A. Police Escort POC: \_\_\_\_\_ POC Phone: \_\_\_\_\_

- 1) Number of police cars and/or bikes in caravan: \_\_\_\_\_
- 2) Escort needed for Maintenance personnel: YES ☐ NO ☐

## 9. ATHLETIC FACILITY

A. Fitness Facility Name: \_\_\_\_\_ POC: \_\_\_\_\_ Phone: \_\_\_\_\_

- 1) Address: \_\_\_\_\_ Hours of Operation (Mon-Sun): \_\_\_\_\_
- 2) Distance from hotel to fitness facility: \_\_\_\_\_
- 3) Team usage verified: YES ☐ NO ☐
- 4) Available equipment: \_\_\_\_\_
- 5) Facility notified of Blue Angel use throughout our stay: \_\_\_\_\_
- 6) Facility Access Plan (Example: ID cards required and use with team roster (which we provide) or front desk sign in sheet can be used.): \_\_\_\_\_

## 10. FAA / WAIVER

A. Waiver signed: YES ☐ NO ☐

- 1) Congested area waiver request included in Certificate of Waiver: YES ☐ NO ☐
- 2) Waiver times (each day): \_\_\_\_\_
- 3) Fly a flat show with weather down to 1000/3: YES ☐ NO ☐
- 4) NOTAMS issued for all waived times: YES ☐ NO ☐
- 5) FAA representative invited to meet the team and attend the Friday practice brief: YES ☐ NO ☐
- 6) Scheduled civilian arrival and departures de-conflicted: YES ☐ NO ☐
- 7) Temporary Flight Restrictions issued for all waiver times: YES ☐ NO ☐
- 8) Areas/buildings evacuated: \_\_\_\_\_
- 9) No movement; people, vehicles and crash trucks pulled back: YES ☐ NO ☐
- 10) Road closures: YES ☐ NO ☐ Where: \_\_\_\_\_ When: \_\_\_\_\_

**11. PARKING**

- A. 1-6 Arrival and show parking the same: YES ☐ NO ☐
- B. If not the same, when will jets shift to Show parking (preferably they recover to show parking after the Thursday practice):  
\_\_\_\_\_
- C. Any closed runways or taxiways: YES ☐ NO ☐
- D. FOD sweep area around jets before each flight: YES ☐ NO ☐
- E. FOD sweeps planned after pyro/VTOL flights/etc.: YES ☐ NO ☐
- F. Arresting gear rig & de-rig game plan discussed with #7: YES ☐ NO ☐

**12. MISCELLANEOUS**

- A. Inform control tower that a runway truck will follow the jets to and from the runway: YES ☐ NO ☐
- B. Blue Angels personnel will conduct an “8-Man” photo session for Blue Angels' guests by the jets immediately following designated practices and demonstrations on Friday and Saturday (and Sunday during long trips). Security briefed on 8-man procedures from friends and family area: YES ☐ NO ☐
- C. Controlled Ejection Area (location): \_\_\_\_\_
- D. Parking reserved at briefing room and mandatory commit for all Blue Angel vehicles: YES ☐ NO ☐
- E. For over-water shows, prepared to set Center-Point and Crowd Right Boat (usually NLT Thurs 0700-0800): YES ☐ NO ☐
- F. Two-way radio communication between Helicopter and boats provided: YES ☐ NO ☐
- G. Ability for boats to maintain an accurate GPS position provided: YES ☐ NO ☐

**13. #7'S ARRIVAL CHECKLIST**

- |  |  |
|--|--|
| A. Waiver signed:                            | YES <input type="checkbox"/> NO <input type="checkbox"/> |
| B. Show line and center point in position:   | YES <input type="checkbox"/> NO <input type="checkbox"/> |
| C. Check runway and taxiway conditions:      | YES <input type="checkbox"/> NO <input type="checkbox"/> |
| D. Yellow gear and smoke oil in position:    | YES <input type="checkbox"/> NO <input type="checkbox"/> |
| E. Brief tower supervisor:                   | YES <input type="checkbox"/> NO <input type="checkbox"/> |
| F. Taxi directions for Boss:                 | YES <input type="checkbox"/> NO <input type="checkbox"/> |
| G. Parking area marked:                      | YES <input type="checkbox"/> NO <input type="checkbox"/> |
| H. Security point of contact:                | YES <input type="checkbox"/> NO <input type="checkbox"/> |
| I. Briefing room set up:                     | YES <input type="checkbox"/> NO <input type="checkbox"/> |
| J. Location of crowd center point for video: | YES <input type="checkbox"/> NO <input type="checkbox"/> |
| K. Arresting gear de-rigged:                 | YES <input type="checkbox"/> NO <input type="checkbox"/> |
| L. Directions to the hotel and commitments:  | YES <input type="checkbox"/> NO <input type="checkbox"/> |
| M. Cars in position (keys, maps & stickers): | YES <input type="checkbox"/> NO <input type="checkbox"/> |
| N. Brief set up for crash crew:              | YES <input type="checkbox"/> NO <input type="checkbox"/> |